



# BOARD OF COMMISSIONERS

1 S. Main St., 9th Floor  
Mount Clemens, Michigan 48043  
586-469-5125 FAX 586-469-5993  
macombcountymi.gov/boardofcommissioners

## FINANCE COMMITTEE

WEDNESDAY, AUGUST 13, 2008

### AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Adoption of Agenda, **AS AMENDED, TO INCLUDE #8B (RESOLUTION) AND FOUR ADDITIONAL TRAVEL REQUESTS**
4. Approval of Minutes dated 5-14-08 (previously distributed)
5. Public Participation
6. List of Bills as Prepared by the Finance Department (mailed)
7. Report Re: County's Healthstyles Committee Luncheon (mailed)
8. **Resolutions:**
  - a) Congratulating Healthstyles Worksite Wellness Program – 20<sup>th</sup> Anniversary (offered by Camphous-Peterson, DeSaele, J. Flynn and Slinde)
  - b) Honoring Gloria Jeff (offered by Crouchman)
9. **Travel Requests:** (mailed)
  - a) Circuit Court (one)
  - b) Health (one)
  - c) Planning (~~two~~) (three) (attached)
  - d) Sheriff (~~two~~) (five) (attached)

(back-up information for travel requests is on file in Board Office)
10. New Business
11. Public Participation
12. Adjournment

### MACOMB COUNTY BOARD OF COMMISSIONERS

William A. Crouchman  
District 23  
Chairman

Dana Camphous-Peterson  
District 18  
Vice-Chair

Leonard Haggerty  
District 21  
Sergeant-At-Arms

Andrey Duzyj - District 1  
Marvin E. Sauger - District 2  
Phillip A. DiMaria - District 3  
Jon M. Switalski - District 4  
Susan L. Doherty - District 5

Joan Flynn - District 6  
Sue Rocca - District 7  
David Flynn - District 8  
Robert Mijac - District 9  
Phillis DeSaele - District 10

Ed Szczepanski - District 11  
Peter J. Lund - District 12  
Don Brown - District 13  
Brian Brdak - District 14  
Keith Rengert - District 15

Carey Torrice - District 16  
Ed Bruley - District 17  
Paul Gielegem - District 19  
Kathy Tocco - District 20

Betty Slinde - District 22  
Sarah Roberts - District 24  
Kathy D. Vosburg - District 25  
Leon Drolet - District 26

RESOLUTION NO. \_\_\_\_\_ FULL BOARD MEETING DATE: \_\_\_\_\_

AGENDA ITEM: \_\_\_\_\_

**MACOMB COUNTY, MICHIGAN**

RESOLUTION TO Approve List of Bills as Prepared and Provided under Separate Cover by the  
Finance Department

INTRODUCED BY: Betty Slinde, Chair, Finance Committee

**COMMITTEE/MEETING DATE**

Finance 8-13-08

# **RECYCLABLE PAPER**

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_

AGENDA ITEM: \_\_\_\_\_

**MACOMB COUNTY, MICHIGAN**

**RESOLUTION TO:** Receive and File report from the Healthstyles Committee and Director of Risk Management & Safety regarding the County's Healthstyles Committee Luncheon.

**INTRODUCED BY:** Commissioner Betty Slinde, Chair, Finance Committee

The County Healthstyles Committee for the past 20 years has hosted an incentive luncheon for the employees who participated in the various fitness programs throughout the year.

This year's luncheon will be held on Wednesday, August 20<sup>th</sup> from 11:30 a.m. to 1:30 p.m. at Freedom Hill. All Commissioners are invited to participate.

The Committee sought bids from 3 caterers and selected Nancy Buscemi Catering, the lowest priced vendor. The cost is estimated to be \$1,487.30 based on 200 participants. The monies are available from the Healthstyles Fundraising and Wellness Account.

This year's program will offer participants soft drinks, luncheon, prizes and a raffle. In closing, I invite you to join approximately 200 employees that are planning to attend these annual festivities.

COMMITTEE/MEETING DATE:

FINANCE

8/13/08

## **2008 Healthstyles Annual Luncheon Catering Quotes\***

### *Nancy Buscemi's Catering (PREFERRED VENDOR)*

\$6.95 per person

Price includes:

- One meat, pasta, vegetable, salad with dressings, rolls and butter, fresh fruit, and assorted desserts
- Tablecloths, plastic ware, plates, napkins
- Chafing dishes and serving utensils
- Set-up and clean-up

7% service fee = \$97.30

*Cost estimate (based on 200 participants):*

*\$1487.30*

### *Riverhouse Catering*

\$8.95 per person

Price includes:

- Chicken breast, vegetable, pasta, tortillas, spinach salad, tossed salad, Riverhouse salad, fruit platter
- Plastic ware, plates, napkins, tablecloths, salt and pepper
- Chafing dishes and serving utensils
- Set-up and clean-up

7% service fee = \$125.30

*Cost estimate (based on 200 participants)*

*\$1915.30*

### *Catering 2 You*

\$7.50 per person

Price includes:

- Chicken breast, cottage cheese, tomato slices, hard boiled eggs, lettuce, sliced peaches, grilled pita, potato salad, pasta salad, and dessert
- Plastic ware, napkins and plates
- Delivery, set-up and clean-up

7% service fee = \$105.00

*Cost estimate (based on 200 participants)*

*\$1605.00*

**\*Actual costs will be determined after Luncheon Eligibility is finalized.**

# **RECYCLABLE PAPER**

# MACOMB COUNTY CONFERENCE/EMPLOYEE TRAINING REQUEST

(Submit directly to the Board of Commissioners Office at least one month prior to the date of the conference.)

Requesting Department: Circuit Court FUND/ORG 401 26561/95901

Conference Title: 2008 MAXIMUS Justice User Conference

Conference Sponsored By: MAXIMUS

Conference Classification: ☒ Professional Conference ☐ Employee Training

Conference Location: Columbus, Ohio

Date Travel Begins: August 18, 2008 Date Travel Ends: August 20, 2008

Number of Persons Attending at County Expense: 2 Commission Member(s) \_\_\_\_\_ Staff Member(s) \_\_\_\_\_

## ESTIMATED EXPENSES

	PER PERSON	TOTAL
Registration Fees:	\$ 0	\$ 0
Transportation [1]: <input type="checkbox"/> County Vehicle <input type="checkbox"/> Airplane <input checked="" type="checkbox"/> Personal Vehicle	\$	\$ 230.00
Date Lodging Begins: <u>August 18, 2008</u> Date Lodging Ends: <u>August 20, 2008</u>	\$ 190.00	\$ 380.00
Meals [2]:	\$ 62	\$ 124
Miscellaneous Expenses:	\$	\$
<b>SUBTOTAL - CONFERENCE EXPENSES</b>	\$ 252.00	\$ 734.00
Per Diem [3]:	\$	\$
Overtime [4]:	\$	\$
<b>TOTAL ESTIMATED EXPENSE</b>	\$ 252.00	\$ 734.00

Signature of Department Head *W R Beatty*

Date 7/22/08

- [1] Not to exceed cost of tourist class air fare  
 [2] Not to exceed \$ 31.00 per day  
 [3] Not to exceed one day travel plus the duration of the conference  
 [4] Calculate cost of any overtime anticipated as a result of the request

40126561/95901 Integrated Ct. Sys.

(FOR FINANCE OFFICE USE ONLY)  
 Budgetary Analysis

Budgeted: \$ 454,896.

Less:

Conference Expenses Approved to Date	\$ <u>36,138.</u>
Other Department Requests in Process	\$ <u>-0-</u>
This Request	\$ <u>734.</u>
<b>Sub Total</b>	\$ <u>36,872.</u>
<b>Balance Available (Deficit):</b>	\$ <u>418,024.</u>

**TO:** Betty Slinde, Chairman  
Finance, Committee

**FROM:** Keith R. Beasley, Court Administrator,  
Circuit Court, Department

**Date:** July 22, 2008

**SUBJECT: CONFERENCE AND SEMINAR REQUEST**

I herewith request that the following individual(s) be authorized to attend the  
2008 MAXIMUS Justice User Conference ☒ Conference ☐ Seminar  
 starting on August 18, 2008  
 Date

NAME

**Ellen Frink**

Theresa Piepszak

## CLASSIFICATION

## Court Technology Coordinator

## IT Project Manager

(If more room is required, attach separate sheet)

The benefit to Macomb County from attendance of the above-named individual(s) at the conference/seminar is detailed below:

Attendance at the 2008 Maximus Justice User Conference will provide the attendees with a variety of educational sessions that focus on advanced features of the Court's case management software. In addition, there will be sessions that relate to new functionality that will be implemented by the Court in the near future, such as e-filing of court cases. Sessions covering technical aspects of the software, such as the IJIS Broker exchange agent, and other new technology being developed by Maximus will assist the IT Department in the transfer of data from the Court to the State Court Judicial Data Warehouse and other projects in the future.

Respectfully submitted,

Keith R. Beasley

~~Department Head~~

Department

, Department Head

, Department



# MACOMB COUNTY CONFERENCE/EMPLOYEE TRAINING REQUEST

**RECEIVED**

Submit directly to the Board of Commissioners Office at least one month preceding the date of the conference.

JUL 24 2008

REQUESTING DEPARTMENT: Health

MACOMB COUNTY  
FINANCE

CONFERENCE TITLE: 2008 Michigan Family Planning Update

CONFERENCE SPONSORED BY: Michigan Department of Community Health/MPHI

CONFERENCE CLASSIFICATION: ☐ Professional Conference ☒ Employee Training

CONFERENCE LOCATION: Grand Rapids, MI

TRAVEL BEGINS: Sept. 15 2008  
Month Day Year

TRAVEL ENDS: Sept. 17 2008  
Month Day Year

NUMBER OF PERSONS ATTENDING AT COUNTY EXPENSE: 6 COMMISSION MEMBERS  
STAFF MEMBERS

## ESTIMATED EXPENSES

									PER PERSON	TOTAL
REGISTRATIONS FEES:									\$ 160.00	\$ 960.00
TRANSPORTATION: <sup>®</sup>	<input checked="" type="checkbox"/> County Vehicle	<input type="checkbox"/> Airplane	<input type="checkbox"/> Personal Vehicle						\$	\$ 70.00
LODGING:	Begins	Sept. 15 2008	Ends	Sept. 17 2008					\$ 110.00	\$ 660.00
		Month Day Year		Month Day Year						
MEALS: <sup>®</sup>									\$ 31.00	\$ 186.00
MISCELLANEOUS EXPENSES:									\$	\$
SUBTOTAL - CONFERENCE EXPENSES:									\$ 301.00	\$ 1,876.00
PER DIEM: <sup>™</sup>									\$	\$
OVERTIME: <sup>Σ</sup>									\$	\$
TOTAL ESTIMATED EXPENSE:									\$ 301.00	\$ 1,876.00

SIGNATURE OF DEPARTMENT HEAD

*[Signature]*

DATE 7/22/08

- 21960148
- ® Not to exceed cost of tourist class air fair.
  - © Not to exceed \$31.00 (effective 10-01-06) per day.
  - ™ Not to exceed one day travel plus the duration of the conference.
  - Σ Calculate cost of any overtime anticipated as a result of this request.

Fund/Org# 21960148 Grant Program

*[Signature]*

## (For Finance Office Use Only) BUDGETARY ANALYSIS

BUDGETED:			\$ 13957 <sup>00</sup>
LESS:	Conference expensed approved to date	\$ 228664	
	Other department requests in process	\$ 0	
	This request	\$ 187600	
SUBTOTAL:			\$ 416264
BALANCE AVAILABLE (DEFICIT):			\$ 9794.36
(1-186)			

TO: Betty Slinde , Chairperson  
Finance , Committee  
FROM: Thomas J. Kalkofen , Director/Health Officer  
Macomb County Health , Department  
DATE: July 17, 2008  
SUBJECT: Annual Training for Family Planning Staff

I hereby request that the following individual(s) be authorized to attend the 2008 Michigan Family Planning Update

☐ conference / ☒ seminar starting on Sept. 16, 2008

NAME

CLASSIFICATION

Lillian Schreiber

Program Manager

Barbara Krauseneck, Jennifer Lenz

Women's Health Nurse Practitioners

Sandra Kulczycki, Diana Woloszyk, Nadeen Casey

PHN I, PHN I, Community Health Technician

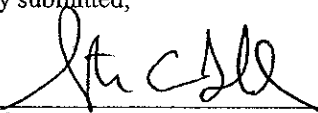
(If more room is required, attach a separate sheet)

The benefit to Macomb County from attendance of the above-named individual(s) at the conference/seminar is detailed below:

This annual conference has many sessions that will be beneficial to the Family Planning Program. CPT Billing, Coding, and Plan First will be discussed which are all very important because the program is now billing Medicaid/Plan First much more than previously. It's vital that the billing/coding be done accurately and with an understanding that documentation must support the billing. There will be updates on Pap testing and follow-up, STDs, and contraceptives which are a major focus of the program. There will be discussions on counseling techniques, patient literacy, and various topics dealing with physical assessment. A session on providing good customer service is especially important for all staff to hear, including support staff. All these topics will be valuable in helping staff provide good quality health care and maintain a high quality of service.

This conference will be paid for with Grant Funds, and the MDCH consultants like to see staff attending trainings so they have the latest information when giving health care to clients. Continuous staff training is also a requirement of Accreditation. In addition, it is a great opportunity to network with other agencies for discussions on various issues.

Respectfully submitted,



Department Head

Health

Department

br

**MACOMB COUNTY**  
**CONFERENCE/EMPLOYEE TRAINING REQUEST**

(Submit directly to Board of Commissioners Office at least one month preceding the date of the conference.)

**RECEIVED**

JUL 31 2008

REQUESTING DEPARTMENT: Planning & Economic Development

CONFERENCE TITLE: IMTS 2008 - International Manufacturing Technology Show **MACOMB COUNTY**

CONFERENCE SPONSORED BY: AMT - The Association for Manufacturing Technology **FINANCE**

CONFERENCE CLASSIFICATION: (circle one) Professional Conference Employee Training

CONFERENCE LOCATION: Chicago, ~~Ohio~~ IL

TRAVEL BEGINS: 9 9 2008 9 12 2008  
Month Day Year Month Day Year

NUMBER OF PERSONS ATTENDING AT COUNTY EXPENSE: 2 COMMISSION MEMBERS  
STAFF MEMBERS

ESTIMATED EXPENSES	PER PERSON	TOTAL
REGISTRATIONS FEES	\$ <u>25.00</u>	<u>50.00</u>
TRANSPORTATION: <input checked="" type="checkbox"/> County Vehicle <input type="checkbox"/> Airplane <input type="checkbox"/> Personal Vehicle	\$ _____	\$ _____
LODGING: Begins <u>September 9, 2008</u> Ends <u>September 12, 2008</u> Month/Day/Year Month/Day/Year	\$ <u>830.88</u>	<u>1,661.76</u>
MEALS ----- 4 days	\$ <u>124.00</u>	<u>248.00</u>
MISCELLANEOUS EXPENSES ----- <u>est cost per class</u> -----	\$ <u>150.00</u>	<u>300.00</u>
SUB TOTAL - CONFERENCE EXPENSES -----	\$ _____	\$ _____
PER DIEM -----	\$ _____	\$ _____
OVERTIME -----	\$ _____	\$ _____
TOTAL ESTIMATED EXPENSE -----	\$ <u>1,129.88</u>	<u>2,259.76</u>
SIGNATURE OF DEPARTMENT HEAD <u>[Signature]</u>	DATE <u>7/31/2008</u>	

- 1 Not to exceed cost of tourist class air fare
- 2 Not to exceed \$ 15 per day
- 3 Not to exceed one day travel plus the duration of the conference
- 4 Calculate cost of any overtime anticipated as a result of this request

(FOR FINANCE OFFICE USE ONLY)  
Budgetary Analysis

10/80/30/86/07 PED

Budgeted		\$ <u>30,455.</u>
Less:		
Conference Expenses Approved to Date	\$ <u>17,965.</u>	
Other Department Requests in Process	\$ <u>224.</u>	
This Request	\$ <u>2,260.</u>	
	SUB TOTAL	\$ <u>20,449.</u>
BALANCE AVAILABLE (DEFICIT) -----		\$ <u>10,006.</u>

TO: Betty Slinde, Chairman  
Finance, Committee  
FROM: STEPHEN N. CASSIN, EXECUTIVE DIRECTOR  
PLANNING & ECONOMIC DEVELOPMENT, Department  
DATE: July 31, 2008  
month/date/year

starting on September 8, 2008  
month/date/year

**NAME**

JUSTIN ROBINSON

JAMES AHEE

**CLASSIFICATION**

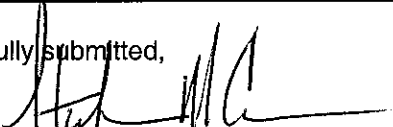
SR. ECONOMIC DEVELOPMENT SPECIALIST

SR. ECONOMIC DEVELOPMENT SPECIALIST

(If more room is required, attach separate sheet)

IMTS 2008 is the 27th edition of the premier manufacturing technology show in North America. More than 1,500 exhibiting companies will occupy 1.2 million net square feet of exhibit space at the McCormick Place in Chicago, Illinois. The IMTS Forum brings together experts from the industry to give the most useful and up-to-date technical information available.

Respectfully submitted,

  
**STEPHEN N. CASSIN, EXECUTIVE DIRECTOR**  
Planning & Economic Development Department

RECEIVED

JUL 31 2008

MACOMB COUNTY  
FINANCE

*[Signature]*

- (FOR FINANCE OFFICE USE ONLY)  
Budgetary Analysis

Budgeted			\$ <u>30,455.</u>
Less:			
Conference Expenses Approved to Date	\$	<u>17,965.</u>	
Other Department Requests in Process	\$	<u>- 0 -</u>	
This Request	\$	<u>224.</u>	
			SUB TOTAL \$ <u>18,189.</u>
BALANCE AVAILABLE (DEFICIT) -----			\$ <u>12,266.</u>

TO: Betty Slinde, Chairman  
Finance, Committee  
FROM: STEPHEN N. CASSIN, EXECUTIVE DIRECTOR  
PLANNING & ECONOMIC DEVELOPMENT, Department  
DATE: July 31, 2008  
month/date/year

starting on September 23, 2008  
month/date/year

**NAME**

JASON FRIEDMANN


**CLASSIFICATION**

SENIOR PLANNER

(If more room is required, attach separate sheet)

MDM Midwest is hosting this conference to gain access to the complete spectrum of products and services for medical device design and manufacturing.

Respectfully submitted,

  
**STEPHEN N. CASSIN, EXECUTIVE DIRECTOR**  
Planning & Economic Development Department

AODEQ

RECEIVED

~~AUG 0 5 2000~~

MACOMB COUNTY  
FINANCE



10180/30/86107 PED

SUB TOTAL \$ 26,974.

Out of Country  
2/3 Approval Required

TO: Betty Slinde, Chairman  
Finance, Committee  
FROM: STEPHEN N. CASSIN, EXECUTIVE DIRECTOR  
PLANNING & ECONOMIC DEVELOPMENT, Department  
DATE: August 5, 2008  
month/date/year

starting on October 18, 2008  
month/date/year

**NAME**

STEPHEN N. CASSIN

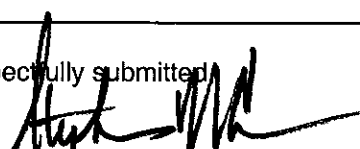
**CLASSIFICATION**

EXECUTIVE DIRECTOR

(If more room is required, attach separate sheet)

Brazil is Latin America's largest commercial market. It ranks among the world's top 10 economies and is also among the top five recipients of direct investment by foreign companies. Brazil is a major exporter of manufactured products. Currently, it is one of the leading producers of steel, aircraft, and automobiles with strong investment potentials in biotechnology and medical devices. Brazil's free-trade agreements with neighboring countries offers American companies market access to other Latin American countries with a combined population of nearly 300 million consumers and a GDP exceeding \$2.5 trillion.

Respectfully submitted,

  
**STEPHEN N. CASSIN, EXECUTIVE DIRECTOR**  
Planning & Economic Development Department



7-25-08

Macomb County, Michigan  
Conference/Employee Training Request

(Submit directly to the Finance Department at least 2 weeks prior to the date of the next Finance Committee meeting)

Requesting Department: Macomb County Sheriff's Department

Conference Title: FBINAA Fall Conference

Sponsored by: FBINAA Michigan Chapter

Conference Classification: Professional Employee Training x

Conference Location: Lewiston, Mi.

Travel Begins: Sept 3 2008  
Month Day Year

Travel Ends: Sept 5 2008  
Month Day Year

Number of Persons Attending At County Expense: Board Members \_\_\_\_\_  
Staff Members 3  
Total 3

**ESTIMATED EXPENSES**

		Per Person	Total
Registration Fees:.....		<u>385 / 485</u>	<u>\$1,255.00</u>
Transportation:(1)	<input checked="" type="checkbox"/> County Vehicle <input type="checkbox"/> Airplane <input type="checkbox"/> Personal Vehicle		
Lodging:	Begins: <u>Sept</u> <u>3</u> <u>2008</u> Month Day Year Ends: <u>Sept</u> <u>5</u> <u>2008</u> Month Day Year		
Meals:(2)...			
Miscellaneous: .....			
Subtotal - Conference Expenses.....		<u>385 / 485</u>	<u>1,255.00</u>
Per Diems:(3)...Parking approx.....			
Overtime:(4).....			
Total Estimated Expenses:.....		<u>385 / 485</u>	<u>1,255.00</u>

Department Head Signature

Undersheriff K. Lagerquist

Date

7-29-08

- 1 Not to exceed cost of tourist class air fare  
3 Not to exceed one day travel plus duration of the conference

- 2 Not to exceed authorize per day rate  
4 Calculate cost of any overtime anticipated as a result of this request

(For Finance Department Use Only)  
Budgetary Analysis

Department Budget

Less: Conference Expense Approved To Date  
Other Department Requests in Process  
This Request

26,109.  
5,637.  
4,255.

102,907  
33,001.  
69,906.

Balance Available (Deficit)

To: Betty Slinde

Finance Committee

From: Mark A. Hackel

Sheriff

Date: July 16, 2008

Subject: Conference and Seminar Request

I herewith request that the following individual(s) be authorized to attend the FBINAA Fall Conference  
conference/seminar, starting on September 3, 2008

<u>Name</u>	<u>Classification</u>
<u>David Teske</u>	<u>Captain</u>
<u>John Roberts</u>	<u>Captain</u>
<u>Elizabeth Darga</u>	<u>Lieutenant</u>
<u> </u>	<u> </u>

This conference is an annual conference focused on Administrative updates.

MCOLES - 229-30551-95901

Respectfully submitted,

UISKD  
Undersheriff K. Lagerquist  
Sheriff's Department



To: Betty Slinde

Finance Committee

From: Mark A. Hackel

Sheriff

Date: July 15, 2008

Subject: Conference and Seminar Request

I herewith request that the following individual(s) be authorized to attend the Swat Training 2008  
conference/seminar, starting on September 21, 2008

<u>Name</u>	<u>Classification</u>
<u>C.Sparks, D. Bondy, J. Gornicki</u>	<u>Sergeants</u>
<u>B. Kozlowski, J. Budzynowski</u>	<u>Sergeants</u>
<u>P. Clancy, S. Hogan</u>	<u>Deputies</u>
<u>A. Horne, M. Scharf</u>	<u>Deputies</u>
<u>G. Wiegand, G. Shell</u>	<u>Deputies</u>
<u>A. Durrani</u>	<u>Deputies</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

This training is necessary to update the SWAT training team members' skills. Team entries, building searches, including techniques, in tactical rappeling and utilize scenarios for resolving incidents. This is for both individual and team skill training.

MCOLES - 229-30551-95901

Respectfully submitted,

USKM  
Undersheriff K. Lagerquist  
Sheriff's Department

ADDED



## Memorandum

To:	John Foster, Assistant Director of Finance
From:	Lt. Carolyn Marshall
Date:	August 5, 2008
Re:	USPCA Region 19 Dog Trials

The USPCA Region 19 Dog Trials is required training by the Macomb County Sheriff's Office.

This is a yearly certification for the handler as well as the canine. Events include: Obedience, Agility, Article Search, Box / Suspect Search, Criminal Apprehension, Criminal Apprehension with Gunfire, and Public Demonstration.

If there are any questions please contact me at 307-9316.

This criteria does not meet MCOLES requirements.

REGISTRATION FEES: Cost: \$ 170.00 Fund: GEN FUND

## TRANSPORTATION:

Type: \_\_\_\_\_ Cost \$ \_\_\_\_\_ Fund: \_\_\_\_\_

LODGING: Cost \$ 691.20 Fund: GEN FUND

MEALS: Cost \$ 282.00 Fund: GEN FUND

## Miscellaneous Expenses:

Type: GAS Cost \$ 80.00 Fund: GEN FUND

Type: \_\_\_\_\_ Cost \$ \_\_\_\_\_ Fund: \_\_\_\_\_

Macomb County, Michigan  
Conference/Employee Training Request

(Submit directly to the Finance Department at least 2 weeks prior to the date of the next Finance Committee meeting)

Requesting Department: Macomb County Sheriff's Office

Conference Title: USPCA Region 19 Dog Trials

Sponsored by: USPCA Region 19

Conference Classification: Professional Employee Training x

Conference Location: Wyoming, Mi.

Travel Begins: Sept 4 2008  
Month Day Year

Travel Ends: Sept 7 2008  
Month Day Year

Number of Persons Attending At County Expense: Board Members  
Staff Members 2  
Total 2

RECEIVED

AUG 07 2008

MACOMB COUNTY  
FINANCE

ESTIMATED EXPENSES

	Per Person	Total
Registration Fees:.....	\$ 85.00	\$ 170.00
Transportation:(1) <input checked="" type="checkbox"/> County Vehicle <input type="checkbox"/> Airplane <input type="checkbox"/> Personal Vehicle		-
Lodging: Begins: <u>Sept</u> <u>3</u> <u>2008</u> Month Day Year		
Ends: <u>Sept</u> <u>7</u> <u>2008</u> Month Day Year	345.60	691.20
2 rooms per night \$172.80		
Meals:(2)...9/3 \$34, 9/4 \$62, 9/5 \$62, 9/6 \$62, 9/7 \$62.....	141.00	282.00
Miscellaneous:.....Gas.....	40.00	80.00
Subtotal - Conference Expenses.....	611.60	1,223.20
Per Diems:(3).....		-
Overtime:(4).....		-
Total Estimated Expenses:.....	\$ 611.60	\$ 1,223.20

Department Head Signature

Undersheriff, K. Lagerquist

Date 8-6-08

- 1 Not to exceed cost of tourist class air fare  
3 Not to exceed one day travel plus duration of the conference

- 2 Not to exceed authorize per day rate  
4 Calculate cost of any overtime anticipated as a result of this request

(For Finance Department Use Only)  
Budgetary Analysis

GENERAL FUND

Department Budget

Less: Conference Expense Approved To Date  
Other Department Requests in Process  
This Request

Balance Available (Deficit)

To: Betty Slinde

Finance Committee

From: Mark A. Hackel  
Sheriff

Date: August 4, 2008

Subject: Conference and Seminar Request

I herewith request that the following individual(s) be authorized to attend the USPCA Region 19 Dog Trials  
conference/seminar, starting on September 4, 2008

<u>Name</u>	<u>Classification</u>
<u>Phil Neumeyer</u>	<u>Sergeant</u>
<u>Cliff Morgan</u>	<u>Deputy</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

The benefit to macomb County from attendance of the above-named individual(s) at this conference/seminar is detailed below:

This is a yearly certification for the handler as well as the canine. Events include: Obedience, Agility, Article Search, Box / Suspect Search, Criminal Apprehension, Criminal Apprehension with Gunfire and Public Demonstration.

GEN FUND

Respectfully submitted,

USK  
Undersheriff, K. Lagerquist  
Sheriff's Department

Macomb County, Michigan  
Conference/Employee Training Request

8-4-08  
ADDED  
JK

(Submit directly to the Finance Department at least 2 weeks prior to the date of the next Finance Committee meeting)

Requesting Department: Macomb County Sheriff's Office

Conference Title: Basic Narcotics

Sponsored by: Michigan State Police

Conference Classification: Professional Employee Training x

Conference Location: Lansing, Mi.

Travel Begins: Sept 8 2008  
Month Day Year

Travel Ends: Sept 11 2008  
Month Day Year

Number of Persons Attending At County Expense: Board Members \_\_\_\_\_  
Staff Members 2  
Total 2

RECEIVED

AUG 06 2008

MACOMB COUNTY  
FINANCE

ESTIMATED EXPENSES

		Per Person	Total
Registration Fees:.....		\$ 340.00	\$ 680.00
Transportation:(1)	<input checked="" type="checkbox"/> County Vehicle <input type="checkbox"/> Airplane <input type="checkbox"/> Personal Vehicle		-
Lodging:	Begins: _____ Month Day Year Ends: _____ Month Day Year		
Meals:(2).....			-
Miscellaneous:.....			
Subtotal - Conference Expenses.....		340.00	680.00
Per Diems:(3).....			-
Overtime:(4).....			-
Total Estimated Expenses:.....		\$ 340.00	\$ 680.00

Department Head Signature

[Signature]  
Undersheriff, K. Lagerquist

Date

8-5-08 [Signature]

- 1 Not to exceed cost of tourist class air fare  
3 Not to exceed one day travel plus duration of the conference

- 2 Not to exceed authorize per day rate  
4 Calculate cost of any overtime anticipated as a result of this request 2293051/95901 State funds

(For Finance Department Use Only)  
Budgetary Analysis

Department Budget

Less: Conference Expense Approved To Date  
Other Department Requests in Process  
This Request

Balance Available (Deficit)

26,109.  
5,637.  
1,680.  
102,907.  
32,426  
70,481.



To: Betty Slinde

Finance Committee

From: Mark A. Hackel  
Sheriff

Date: August 4, 2008

Subject: Conference and Seminar Request

I herewith request that the following individual(s) be authorized to attend the Basic Narcotics School  
conference/seminar, starting on September 8, 2008


<u>Name</u>	<u>Classification</u>
<u>Gregory Shell</u>	<u>Deputy</u>
<u>Ryan Ruttan</u>	<u>Deputy</u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>

The benefit to macomb County from attendance of the above-named individual(s) at this conference/seminar is detailed below:

This training is designed for the undercover officer who is preparing to enter a narcotics unit or who has less than 6 months experience with a narcotics unit. Topics are: Legal updates in search and seizure, drug laws, street drugs, weights and measures, TSS equipment use, report writing, interview and interrogation, meth labs, behavioral sciences, working with informants, undercover preparation and safety.

MCOLES - 229-30551-95901

Respectfully submitted,

  
\_\_\_\_\_  
Undersheriff, K. Lagerquist  
Sheriff's Department

Macomb County, Michigan  
Conference/Employee Training Request

ADDED

CA  
08-11-08  
JR ✓

(Submit directly to the Finance Department at least 2 weeks prior to the date of the next Finance Committee meeting)

Requesting Department: Macomb County Sheriff's Office

Conference Title: 2008 Project Safe Childhood Nat.Conf.

Sponsored by: I.C.A.C.

Conference Classification: Professional Employee Training x

Conference Location: Columbus, Oh

Travel Begins: Sept 23 2008  
Month Day Year

Travel Ends: Sept 26 2008  
Month Day Year

Number of Persons Attending At County Expense: Board Members \_\_\_\_\_  
Staff Members 5  
Total 5

RECEIVED

AUG 11 2008

MACOMB COUNTY  
FINANCE

ESTIMATED EXPENSES

		Per Person	Total
Registration Fees:.....		<u>.00</u>	<u>\$ .00</u>
Transportation:(1)			
	<input type="checkbox"/> County Vehicle		
	<input type="checkbox"/> Airplane		
	<input type="checkbox"/> Personal Vehicle		
Lodging:			
Begins:	<u>Month</u> <u>Day</u> <u>Year</u>		
Ends:	<u>Month</u> <u>Day</u> <u>Year</u>		
Meals:.....			
Miscellaneous:.....			
Subtotal - Conference Expenses.....		<u>0.00</u>	<u>0.00</u>
Per Diems:(3).....			
Overtime:(4).....			
Total Estimated Expenses:.....		<u>\$ .00</u>	<u>\$ .00</u>

Department Head Signature

Undersheriff, K. Lagerquist

Date

8-11-08

- 1 Not to exceed cost of tourist class air fare  
3 Not to exceed one day travel plus duration of the conference

- 2 Not to exceed authorize per day rate  
4 Calculate cost of any overtime anticipated as a result of this request

(For Finance Department Use Only)  
Budgetary Analysis

NO COST TO COUNTY

Department Budget

Less: Conference Expense Approved To Date \_\_\_\_\_  
Other Department Requests in Process \_\_\_\_\_  
This Request \_\_\_\_\_

Balance Available (Deficit) \_\_\_\_\_

To: Betty Slinde

Finance Committee

From: Mark A. Hackel  
Sheriff

Date: August 8, 2008

Subject: Conference and Seminar Request

I herewith request that the following individual(s) be authorized to attend the 2008 Project Safe Childhood Nat. Conf  
conference/seminar, starting on Sept 23, 2008

<u>Name</u>	<u>Classification</u>
<u>Tina Old</u>	<u>Sergeant</u>
<u>Thomas Geml</u>	<u>Deputy</u>
<u>Keith Harvey</u>	<u>Deputy</u>
<u>Christian Kohlmeier</u>	<u>Deputy</u>
<u>Linda Findlay</u>	<u>Deputy</u>

The benefit to macomb County from attendance of the above-named individual(s) at this conference/seminar is detailed below:

This conference will provide tools necessary to combat onlie exploitation of children. Local law enforcement investigators, forensic experts and prosecutors are participating in this workshop to help further knowledge.

NO COST TO COUNTY FULLY FUNDED BY I.C.A.C.

Respectfully submitted,

UIS/Km  
Undersheriff, K. Lagerquist  
Sheriff's Department

Macomb County, Michigan  
Conference/Employee Training Request

*distributed & added  
to agenda 8-13-08*

(Submit directly to the Finance Department at least 2 weeks prior to the date of the next Finance Committee meeting)

Requesting Department: Macomb County Sheriff's Department

Conference Title: Hacking Boot Camp for Investigators

Sponsored by: Internet Crimes Against Children

Conference Classification: Professional Employee Training x

Conference Location: Charleston, South Carolina

Travel Begins: Sept 16 2008 Travel Ends: Sept 18 2008  
Month Day Year Month Day Year

Number of Persons Attending At County Expense: Board Members \_\_\_\_\_  
Staff Members 1  
Total 1

RECEIVED

AUG 13 2008

MACOMB COUNTY  
FINANCE

ESTIMATED EXPENSES

		Per Person	Total
		\$	
Registration Fees:.....		-	\$0.00
Transportation:(1)	<div style="display: inline-block; width: 100px; height: 20px; border: 1px solid black; margin-right: 10px;"></div> County Vehicle <div style="display: inline-block; width: 100px; height: 20px; border: 1px solid black; margin-right: 10px;"></div> Airplane <div style="display: inline-block; width: 100px; height: 20px; border: 1px solid black; margin-right: 10px;"></div> Personal Vehicle		
Lodging:	Begins: _____ Month Day Year Ends: _____ Month Day Year		
Meals:(2)...	.....		
Miscellaneous:.....	.....		
Subtotal - Conference Expenses.....		0.00	0.00
Per Diems:(3).....			
Overtime:(4).....			
Total Estimated Expenses:.....		0.00	0.00

Department Head Signature *K. Lagerquist* Date 8-13-08  
Undersheriff K. Lagerquist

1 Not to exceed cost of tourist class air fare  
3 Not to exceed one day travel plus duration of the conference

2 Not to exceed authorize per day rate  
4 Calculate cost of any overtime anticipated as a result of this request

(For Finance Department Use Only)  
Budgetary Analysis

*NO COST TO COUNTY*

Department Budget

Less: Conference Expense Approved To Date \_\_\_\_\_  
Other Department Requests in Process \_\_\_\_\_  
This Request \_\_\_\_\_

Balance Available (Deficit) \_\_\_\_\_

To: Betty Slinde

Finance Committee

From: Mark A. Hackel

Sheriff

Date: August 12, 2008

Subject: Conference and Seminar Request


I herewith request that the following individual(s) be authorized to attend the Hacking Boot Camp for Investigators  
conference/seminar, starting on September 16, 2008

<u>Name</u>	<u>Classification</u>
<u>Daniel Cikota</u>	<u>Deputy</u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>

This training is designed for those responsible for cyber crime investigation with knowledge with the latest technologies, techniques and methodologies. This course is structured with interactive lab environments to allow students to work together and experience real investigative scenarios. Participants will gain knowledge with multiple categories of malicious software including wireless cracking tools, trojan horses, passwork crackers, stegananography tools, keyloggers, and rootkits.

NO COST TO COUNTY. FULLY FUNDED BY I.C.A.C.

Respectfully submitted,

  
Undersheriff K. Lagerquist  
Sheriff's Department